
	ENVIRONMENTAL MANAGEMENT PROGRAM REFUSE DISPOSAL DIVISION	
Biological Services		
Process Map Number(s): BS-1.0		
<p>Background / Purpose: Prior impacts to sensitive biological resources by City work crews have resulted in significant mitigations costs and fines. This program is designed to prevent future impacts to sensitive biological resources through training and education.</p>		
<p>Objective: Positive Impact Continuous Improvement</p>		
<p>Related Significant Aspects: Revegetation Program (positive), Vehicle Ops (sensitive habitat areas), Heavy Equipment Ops (sensitive habitat areas).</p>		
<p>Target: Expand Native Habitat Protection Awareness Program to all city departments that operate field crews; Water, Metro Waste Water, Transportation, Park and Recreation, Environmental Services plus Real Estate Assets and Engineering and Capital Projects.</p>		
<p>Target Completion date(s): April 2002</p>		
<p>Action Plan: Provide city departments with course information and training schedule. Conduct as many classes as staff availability and city demand permit.</p>		
<p>Responsible person(s): Senior Biologist, Biologist II</p>		
<p>Resources: Biological Services Staff</p>		
<p>Environmental Performance Indicator(s): Number of environmental impacts to sensitive biological resources during a calendar year. Number of classes conducted.</p>		
<p>Comments (including other expected benefits or cost savings): Consultant cost avoidance, restoration cost reduction, city field crew environmental awareness and appreciation, habitat protection, enhanced city image.</p>		
<p>Baseline Data: Biological Services staff currently conducts 20-25 classes per year. Program expansion will be determined by city department's responses to program notifications and staff level.</p>		
<p>Approved by: John Howard Mark zu Hone</p>		<p>Biological Services Section Manager Environmental Management Representative</p>

EMP Schedule					
Step	Action Items	Responsibilities	Role	Schedule	Resources Required
1	Notify City Departments of Available Training	Sr. Biologist	Lead	9/01/01	N/A
2	Schedule Training	Sr. Biologist	Lead	12/01/01	N/A
3	Conduct Training	Sr. Biologist Biologist II	Lead Support	1/01/02 - 2/28/02	Staff